

# Central Puget Sound Regional Fare Coordination Project

November 13, 2008

**TO:**

## **Site Managers**

Jay Hermsmeier – Community Transit  
Bob Hunter – Everett Transit  
Catherine Boon – King County Metro  
David Farr – Kitsap Transit  
Lynn Horton – Pierce Transit  
Brian Brooke – Sound Transit  
Brian Churchwell – Washington State Ferries

**FROM:**

Candace Carlson, Contract Administrator

**SUBJECT:** Conformed Copies of ERG Contract Change Order No. 37

Enclosed for your agency records is an executed copy of the following document:

- **ERG Contract Change Order No. 37** – to modify Division II Section 6.II-5.2.5 Fare Table Management and to update the “Special Programs” Section of the Exhibit 9 Price Schedule.

ERG has indicated that they will not sign this Change Order, due to a dispute related to Project Management fees. However, ERG is performing the work described in Change Order 37.

### **Joint Board**

Community Transit  
Chief Executive Officer

Everett Transit  
Transportation Services  
Director

King County Metro Transit  
General Manager

Kitsap Transit  
Executive Director

Pierce Transit  
Chief Executive Officer

Sound Transit  
Chief Executive Officer

Washington State Ferries  
Chief Executive Officer

If you have any questions, please call me at 206-684-1562.

*(Per ILA Approval Requirements)*



**CA Approval**



**JB Approval**

## **REGIONAL FARE COORDINATION SYSTEM CHANGE ORDER NO. 37**

**CONTRACTOR:** ERG Transit Systems (USA) Inc.

**CONTRACT NUMBER:** 229944

This Change Order to Contract #229944 ("Change Order") is executed as of Nov 3, 2008, by and between ERG Transit Systems (USA) Inc, a California corporation and wholly owned subsidiary of ERG Limited, an Australian corporation, (hereinafter referred to as the "Contractor") and each of the following seven public transportation agencies (hereinafter referred to individually as an "Agency" or collectively as the "Agencies"):

1. Central Puget Sound Regional Transit Authority ("Sound Transit")
2. King County ("King County")
3. Kitsap County Public Transportation Benefit Area ("Kitsap Transit")
4. Pierce County Public Transportation Benefit Area ("Pierce Transit")
5. Snohomish County Public Transportation Benefit Area ("Community Transit")
6. City of Everett ("Everett")
7. State of Washington, acting through the Washington State Department of Transportation, Washington State Ferries Division ("WSF")

### **BACKGROUND**

- A. Effective April 29, 2003, each of the Agencies and the Contractor entered into Contract #229944 ("Contract") to implement a Regional Fare Coordination System ("RFC System") to establish a common fare system utilizing smart card technology. The Contractor is responsible for the development, implementation, operation and maintenance of the RFC System as specified in the Contract.
- B. The Agencies and the Contractor desire to execute this Change Order No. 37 and the attached Amendment No. 35, to modify Division II Section 6.II-5.2.5 Fare Table Management and the Special Programs section of Exhibit 9, Price Schedule.

## Changes

The Agencies and the Contractor hereby agree to the following changes to the Contract.

### **1.0 Division II Changes**

Section 6.II-5.2.5 Fare Table Management is revised to read as follows:

#### **5.2.5 Fare Table Management (DR 5.05)**

The clearinghouse system will periodically receive manually entered fare table updates, pass revenue allocation formula updates and operational parameter updates (collectively referred to as “regional data”), as well as imported Agency-specific schedule data updates (“schedule data”), as required for RFCS operation.

- (a) The RFCS shall include capabilities to accept and validate incoming data updates from the Agencies, store multiple releases of them, and format and download them to all endpoints as needed.
- (b) The system shall include capabilities for Agency staff to test all data updates prior to distribution to system endpoints. Update testing capabilities shall include at a minimum:
  - i. Data integrity checks.
  - ii. Local Agency testing of updates to verify that fare transactions are correctly processed, and that revenue and data are correctly reported.
  - iii. Testing of updates on a regional basis to verify that inter-system transactions are correctly processed, that other Agency data and systems are not adversely impacted, and that revenue and data are correctly reported.
- (c) The RFCS shall store a minimum of three sets of data: Prior, current and those (as applicable) for a future effective date of activation.
- (d) The RFCS shall include features to replace, as required, regional data and schedule data if a new device is installed or a device requires replacement information.
- (e) The Contractor shall provide a solution for the coordination and timing of the downloads so that data updates are implemented uniformly system wide, according to the effective date of the updates. The description shall include methods to ensure successful delivery to all affected endpoints.

- (f) The RFCS shall include a configurable parameter, in units of days, that specifies a minimum standard separation or “distribution interval” between regional data update effective dates, subject to approval by the Contract Administrator. The parameter shall not constrain the timing of an Agency’s schedule data updates (as described in 6.ii-5.2.5.2 below) with respect to the schedule data updates of other agencies.
- (g) Provisions shall be included in the distribution interval to allow “emergency” or other critical data updates to occur immediately or with a separation less than the standard distribution interval.

#### 5.2.5.1 Regional Data Updates

- (a) Regional updates shall contain individual Agency data from previous sets of data if there have been no schedule or other updates by the Agency. The RFCS shall include functionality for Agencies to update and test regional data.
- (b) The RFCS shall manage regional data to support an automated change from current to future data on each endpoint on the Agency specified effective date.
- (c) The RFCS shall include provisions to manually enter in schedule data as described in 5.2.5.2 (a) below. Such manually entered data shall be considered regional data per the provisions of this section.

#### 5.2.5.2 Schedule Data Updates

- (a) Schedule data will include data such as run, parent route, route variant, trip, location, and associated data required to support RFCS functions.
- (b) Schedule data will be provided by the Agencies in electronic files. This data will be provided on a more frequent basis than regional data updates. The RFCS shall include functionality to import the schedule updates from Agency-supplied files using a system administration tool on an as-needed basis.
- (c) The RFCS shall include functionality to test Agency-specific schedule updates prior to downloading to any affected endpoints. Such updates shall not impact regional data or schedule data from any other Agencies, and shall not require testing on a regional basis.
- (d) All schedule updates shall include an effective date from which the update shall become active on all affected endpoints.

## **2.0 Compensation Changes:**

This Change Order 37 shall give rise to no additional compensation except for the lump-sum amount of \$83,189, as specified in Amendment 35 which is attached hereto as "CO 37 Attachment A" and which the Parties agree, without further execution, hereby amends Exhibit 9 to the Contract, entitled "Price Schedule," by adding a Special Program to Section VI, "Implementation, Special Programs."

## **3.0 Other Terms and Conditions:**

Except as expressly amended by this Change Order, the Contract remains in full force and effect. All other provisions of the Contract not referenced in this Change Order No. 37 shall remain in effect unless modified in other executed Amendments and Change Orders.

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

**ERG Transit Systems (USA) Inc.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

**The Agencies**

By: Chad Carlson  
Their: Contract Administrator  
On behalf of the Agencies  
Date: 10/21/2008

**Central Puget Sound Regional Transit Authority**

By: Joni Earl  
Its: CEO  
Date: 10-9-08

**King County**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Pierce County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**City of Everett**

By: \_\_\_\_\_  
Ray Stephanson, Mayor, or His Designee  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Sharon Marks, City Clerk  
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Everett City Attorney  
Date: \_\_\_\_\_

**Kitsap County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Snohomish County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

**ERG Transit Systems (USA) Inc.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

**The Agencies**

By: Clydace Carlson  
Their: Contract Administrator  
On behalf of the Agencies  
Date: 10/21/2008

**Central Puget Sound Regional Transit Authority**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**King County**

By: Tell Donald  
Its: Gm  
Date: 10/13/08

**Pierce County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**City of Everett**

By: \_\_\_\_\_  
Ray Stephanson, Mayor, or His Designee  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Sharon Marks, City Clerk  
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Everett City Attorney  
Date: \_\_\_\_\_

**Kitsap County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Snohomish County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

**ERG Transit Systems (USA) Inc.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**The Agencies**

By: Clydace Carlson  
Their: Contract Administrator  
On behalf of the Agencies  
Date: 10/21/2008

**Central Puget Sound Regional Transit Authority**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**City of Everett**

By: \_\_\_\_\_  
Ray Stephanson, Mayor, or His Designee  
Date: \_\_\_\_\_

**King County**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Sharon Marks, City Clerk  
Date: \_\_\_\_\_

**Pierce County Public Transportation Benefit Area**

By: Angie Neff  
Its: CEO  
Date: 10/10/08  
*wf*

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Everett City Attorney  
Date: \_\_\_\_\_

**Kitsap County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Snohomish County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

**ERG Transit Systems (USA) Inc.**

**The Agencies**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

By: Chadace Carlson  
Their: Contract Administrator  
On behalf of the Agencies  
Date: 10/21/2008

**Central Puget Sound Regional Transit Authority**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**King County**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Pierce County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: Dan Sherry  
Its: Ag. Supt. Ferries Div.  
Date: 10/23/08

**City of Everett**

By: \_\_\_\_\_  
Ray Stephanson, Mayor, or His Designee  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Sharon Marks, City Clerk  
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Everett City Attorney  
Date: \_\_\_\_\_

**Kitsap County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Snohomish County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

**ERG Transit Systems (USA) Inc.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

**The Agencies**

By: Chadace Carlson  
Their: Contract Administrator  
On behalf of the Agencies  
Date: 10/2/2008

**Central Puget Sound Regional Transit Authority**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**City of Everett**

By: Ray Stephanson  
Ray Stephanson, Mayor, or His Designee  
Date: 11-3-08

**King County**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

ATTEST:  
By: Sharon Marks  
Sharon Marks, City Clerk  
Date: 11/3/08

**Pierce County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: Dennis A. Mu  
Everett City Attorney  
Date: 10/31/08

**Kitsap County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Snohomish County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

**ERG Transit Systems (USA) Inc.**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

**The Agencies**

By: *Chadace Carlson*  
Their: *Contract Administrator*  
On behalf of the Agencies  
Date: *10/2/2008*

**Central Puget Sound Regional Transit Authority**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**King County**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Pierce County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**City of Everett**

By: \_\_\_\_\_  
Ray Stephanson, Mayor, or His Designee  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Sharon Marks, City Clerk  
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Everett City Attorney  
Date: \_\_\_\_\_

**Kitsap County Public Transportation Benefit Area**

By: *PL SL*  
Its: *Acting Exec Dir*  
Date: *10/9/08*

**Snohomish County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

IN WITNESS WHEREOF, the parties hereto have executed this Change Order No. 37 to Contract #229944 as of the date set forth below its signature.

ERG Transit Systems (USA) Inc.

The Agencies

By: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

By: Cladace Carlson  
Their: Contract Administrator  
On behalf of the Agencies  
Date: 10/21/2008

**Central Puget Sound Regional Transit Authority**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**King County**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Pierce County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Washington State Ferries, Washington State Department of Transportation**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**City of Everett**

By: \_\_\_\_\_  
Ray Stephanson, Mayor, or His Designee  
Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_  
Sharon Marks, City Clerk  
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Everett City Attorney  
Date: \_\_\_\_\_

**Kitsap County Public Transportation Benefit Area**

By: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

**Snohomish County Public Transportation Benefit Area**

By: J. L. Engman  
Its: Deputy CEO  
Date: 10/24/08

## **Change Order No. 37 - Attachment A**

### **Amendment 35 to the Contract for the Design, Implementation, Operation and Maintenance of the Regional Fare Coordination System**

This Amendment 35 to the Contract for the Design, Implementation, Operation and Maintenance of the Regional Fare Coordination System is entered into this 3rd day of November, 2008, by and between ERG Transit Systems (USA) Inc, a California corporation and wholly owned subsidiary of ERG Limited, an Australian corporation, (hereinafter referred to as the "Contractor") and each of the following seven public transportation agencies (hereinafter referred to individually as an "Agency" or collectively as the "Agencies"):

1. Central Puget Sound Regional Transit Authority ("Sound Transit")
2. King County ("King County")
3. Kitsap County Public Transportation Benefit Area ("Kitsap Transit")
4. Pierce County Public Transportation Benefit Area ("Pierce Transit")
5. Snohomish County Public Transportation Benefit Area ("Community Transit")
6. City of Everett ("Everett")
7. State of Washington, acting through the Washington State Department of Transportation, Washington State Ferries Division ("WSF")

#### **Recitals**

- A. Effective April 29, 2003, each of the Agencies and the Contractor entered into Contract #229944 ("Contract") to implement a Regional Fare Coordination System ("RFC System") to establish a common fare system utilizing smart card technology. The Contractor is responsible for the development, implementation, operation and maintenance of the RFC System as specified in the Contract.
- B. The Agencies and the Contractor desire to amend Section VI of Exhibit 9, Price Schedule, in connection with the Work described in Change Order 37 to which this is attached.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the sufficiency of which is hereby acknowledged, the Parties hereby agree to amend the Contract as follows:

**Section 1.0** Section VI (Implementation) of Exhibit 9, Price Schedule, is hereby amended to read as follows:

## VI. IMPLEMENTATION

### SPECIAL PROGRAMS

Original Contract

	<b>LUMP SUM COST</b>
<b>A. PARATRANSIT</b>	<b>\$70,476</b>
<b>B. VANPOOL</b>	<b>\$70,476</b>

Change Order No. 1

<b>A. KCM RCU Conceptual Design</b> (Not to Exceed plus reimbursable travel expenses)	<b>\$26,795</b>
--	-----------------

Change Order No. 11

<b>WSF GAK Implementation</b>	<b>\$241,584</b>
-------------------------------	------------------

Change Order No. 15

<b>WSF Gate &amp; POS Simulator</b>	<b>\$24,614</b>
-------------------------------------	-----------------

Change Order No. 16

<b>KT PFTP Implementation</b>	
<b>1. Phase 1 FDR through Beta Test Readiness</b>	<b>\$79,698</b>
<b>2. Phase 2 After Beta Test Readiness</b>	<b>\$46,683</b>
<b>TOTAL IMPLEMENTATION:</b>	<b>\$126,381</b>

Change Order No. 18

<b>KCM DDU Functionality when ARI enters Init Mode</b>	<b>\$10,985</b>
--	-----------------

Change Order No. 19

<b>KCM DDU Auto Logoff and Power Down</b>	<b>\$7,054</b>
---	----------------

Change Order No. 20

<b>Beta Card Production</b>	<b>\$20,000</b>
-----------------------------	-----------------

Change Order No. 25

<b>CST Monitors for Beta Test Developmental Units</b> <b>5 CSTs @ \$800 each</b>	<b>\$4,000</b>
---	----------------

Change Order No. 29

<b>Addition of Cardholder Website content to Call Center &amp; Walk-in Center training courses and materials</b>	<b>\$3,675</b>
--	----------------

Change Order No. 30

<b>Revise card graphics to include 8-digit Card Serial Number on the card</b>	<b>\$2,072</b>
---	----------------

Change Order No. 31

<b>CST Functionality to override card printing requirements</b>	<b>\$6,637</b>
---	----------------

Change Order No. 34

<b>Cardholder Website change to perform certain functions (items #9 through 13) in Figure II-1.1 for both Registered and Unregistered Cards</b>	<b>\$33,067</b>
---	-----------------

Change Order No. 35

<b>UW Card serial number placement on back of Campus Card</b>	<b>\$896</b>
---	--------------

Change Order No. 36

<b>WSF Commercial Account Card requirements</b>	<b>\$37,815</b>
---	-----------------

Amendment No. 31

<b>Change fare card Primary Graphics and Primary Printing requirements for Standard and Disposable Fare Cards as well as the Secondary Printing requirements for Business Account and Operator Cards.</b>	<b>\$2986</b>
---	---------------

Amendment No. 33

<b>On-board Equipment Training Rig assembly includes parts and labor to assemble using devices from Agency inventory, perform installation and commissioning tests, and commission.</b>	<b>\$410 per unit</b>
---	-----------------------

Amendment No. 34

<b>Change the Regional Reduced Fare Permit (RRFP) card front and back primary and secondary graphics.</b>	<b>\$5159</b>
---	---------------

Change Order No. 37

<b>Data Update Functionality</b>	<b>\$83,189</b>
----------------------------------	-----------------

Amendment No. 35